

# Welcome to the Voluntary Submitters Meeting for SR 16/GOODNOUGH CREEKS & MCCORMICK CREEKS REMOVE FISH BARRIERS

We'll start soon.

While you're waiting...

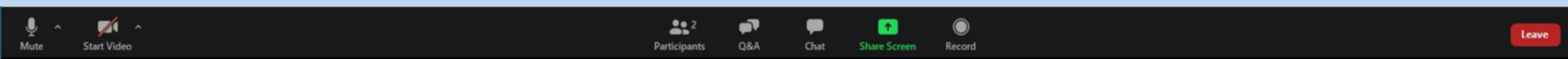
- Make sure your audio is working. If your computer doesn't have a mic, you can call in on your phone.
- Find the chat box!
- **Sign-in** – please use the “chat” feature to sign-in, including the following –
  - Name
  - Firm
  - Phone number
  - E-mail
  - Prime or subcontractor



**Welcome to the Voluntary Submitters Meeting for  
SR 16/GOODNOUGH CREEKS & MCCORMICK CREEKS  
REMOVE FISH BARRIERS**

## **Can you hear me?**

If not, something is wrong with your audio.



Let us know using the **Chat** box,  
Then **call in** on your phone.  
Call-in numbers –

[+1 206-531-0324,,380385911#](tel:+12065310324380385911)

# **VOLUNTARY SUBMITTERS MEETING FOR SR 16/GOODNOUGH CREEKS & McCORMICK CREEKS REMOVE FISH BARRIERS**

**October 30, 2023  
01:00 – 03:00 P.M. PT**



## Agenda:

1. Meeting Purpose
2. Introduction – WSDOT & Project Team
3. Virtual Meeting Protocol
4. Project Overview
5. Procurement Process
6. *SVBE Goal*
7. Electronic Submittal Process for SOQs
8. Procurement Schedule
9. Questions and Discussion

### **REQUEST FOR QUALIFICATIONS**

**Washington State Department of  
Transportation**

**\*\*\*SR 16/Goodnough Creeks &  
McCormick Creeks –  
Remove Fish Barriers\*\*\* Project**

**ISSUED:**

**\*\*\*October 23, 2023\*\*\***

**STATEMENT OF  
QUALIFICATIONS DUE:**

**\*\*\*December 14, 2023\*\*\***



### 3. Virtual Meeting Protocol

1. Please mute yourself when you are not speaking
2. If you are using your phone to call in, \*6 to mute or unmute.
3. If you have a question or comment during the presentation, please submit your questions or comments in the chat box and we will address them at the end of the presentation.
4. If you'd like to speak, please "raise your hand." Click the participation icon on your tool bar. The symbol to raise and lower your hand is at the bottom of the participant's box. Those calling in can use \*9 to raise their hands.
5. Please introduce yourself before speaking
6. Please utilize the chat box for comments and questions.

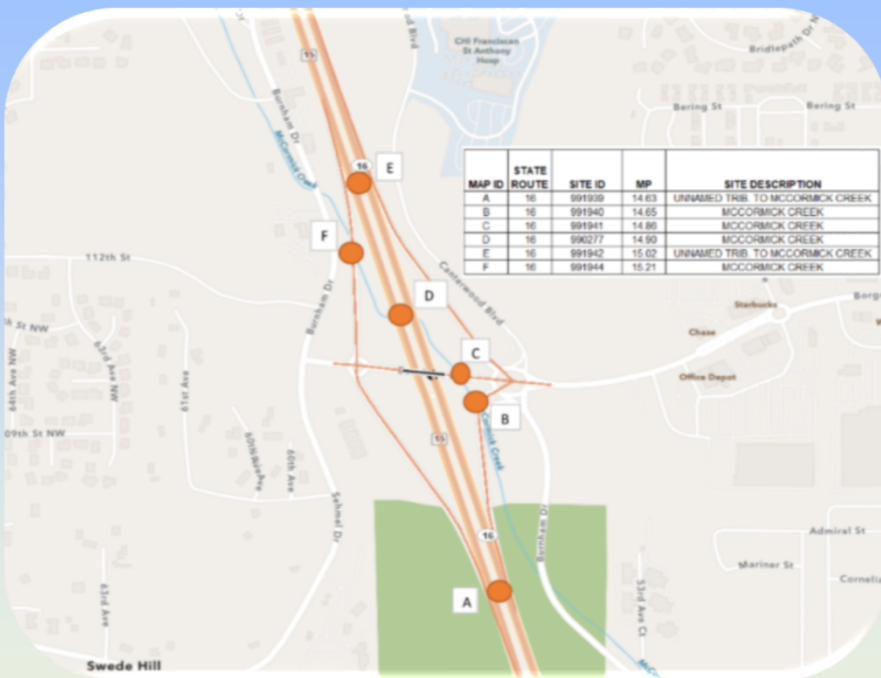
## 4. Project Overview

This Project will remove 8 existing barriers to fish migration at the following SR 16 and SR 302 stream crossings and replace them with fish-passable structures in compliance with the federal injunction regarding fish passage underneath WSDOT highways:

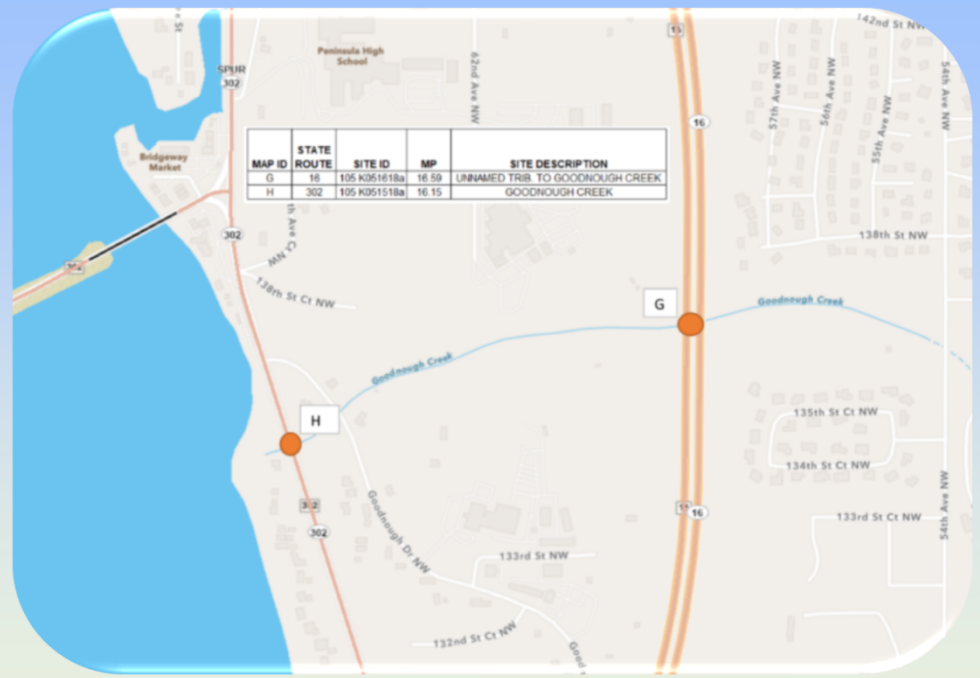
1. Unnamed Tributary to McCormick Creek, SR 16 MP 14.63 (Crossing A)
2. McCormick Creek, SR 16 MP 14.65 (Crossing B)
3. McCormick Creek, SR 16 MP 14.86 (Crossing C)
4. McCormick Creek, SR 16 MP 14.90 (Crossing D)
5. Unnamed Tributary to McCormick Creek, SR 16 MP 15.02 (Crossing E)
6. McCormick Creek, SR 16 MP 15.21 (Crossing F)
7. Goodnough Creek, SR 16 MP 16.59 (Crossing G)
8. Goodnough Creek, SR 302 MP 16.15 (Crossing H)

General work activities will include but is not limited to surveying, earthwork, structure installation, retaining wall installation, paving, guardrail, stream profile realignment, stream restoration, water management, erosion and sediment control, roadside planting, traffic control, roadside ditches, pipes, and closed drainage network systems to the area being added or improved.

## 4. Project Overview



**MCCORMICK CREEK, SR 16**

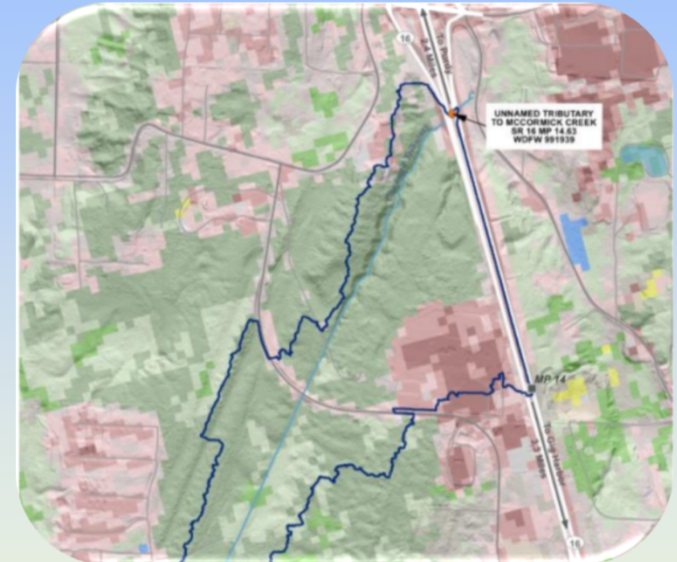
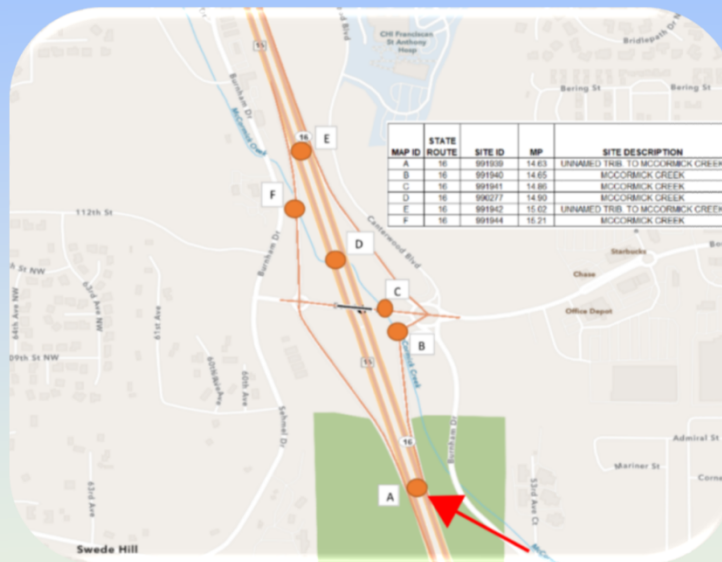


**GOODNOUGH CREEK, SR 16 & SR 302**

## 4. Project Overview

### Unnamed Tributary to McCormick Creek, SR 16 MP 14.63, (CROSSING A)

- ❖ The proposed project will replace the existing concrete, 397-foot-long, 30-inch-diameter culvert with a structure designed to accommodate a minimum hydraulic opening of 40 foot.



## 4. Project Overview

**Unnamed Tributary to McCormick Creek, SR 16 MP 14.63,  
(CROSSING A)**



**Culvert inlet at MP 14.63**



**Culvert outlet at MP 14.63**

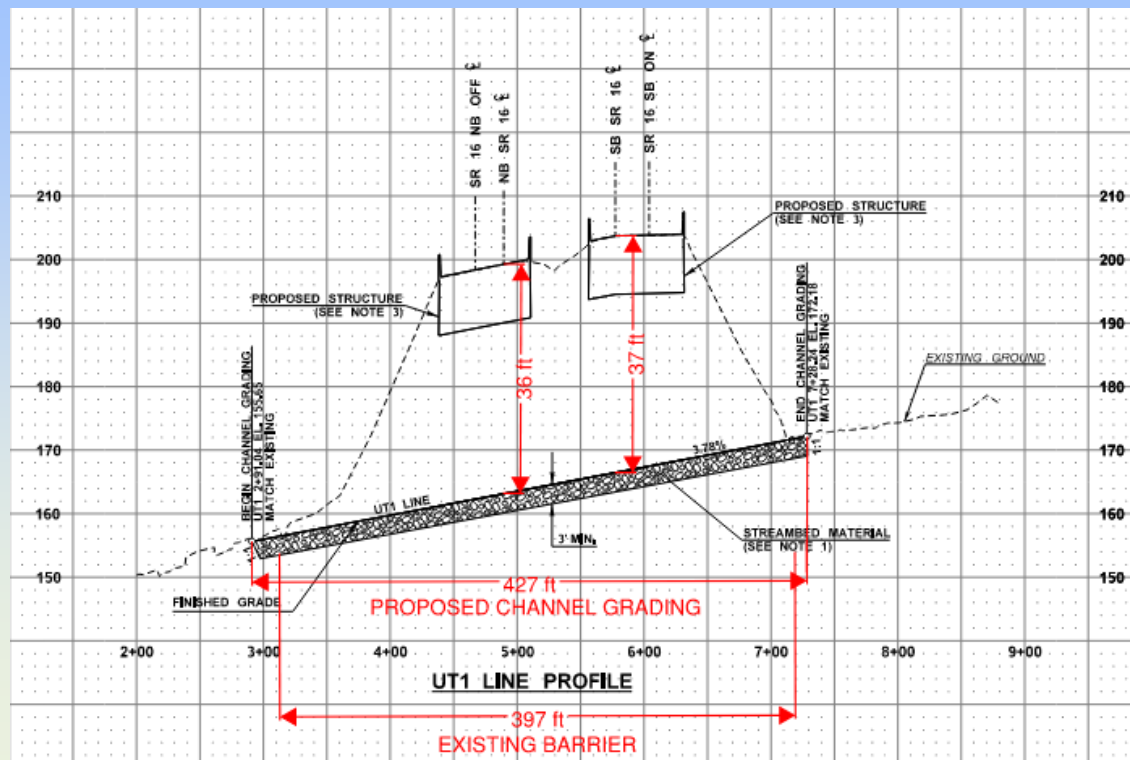


**Unnamed Tributary to McCormick  
Creek at MP 14.63**



## 4. Project Overview

Unnamed Tributary to McCormick Creek, SR 16 MP 14.63, (CROSSING A)



## 4. Project Overview

### McCormick Creek, SR 16 MP 14.65, (CROSSING B)

- ❖ The proposed project will replace the existing 135-foot-long, 54-inch-diameter concrete culvert with a structure designed to accommodate a minimum hydraulic opening of 40 foot.



## 4. Project Overview

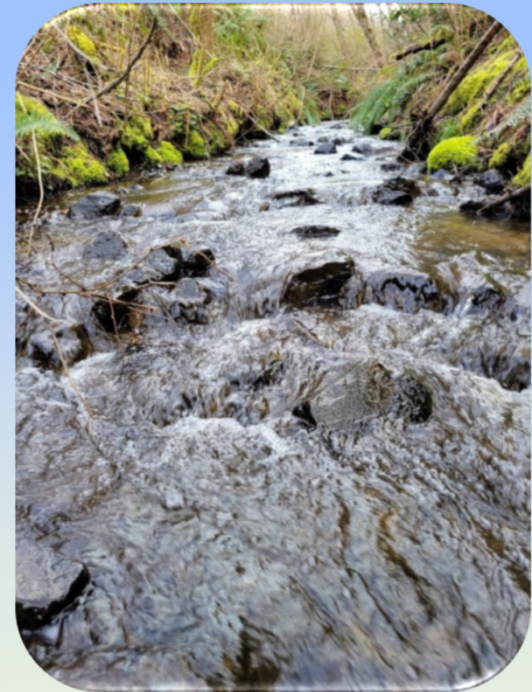
**McCormick Creek, SR 16 MP 14.65, (CROSSING B)**



**Culvert inlet at MP 14.65**



**Culvert outlet at MP 14.65**

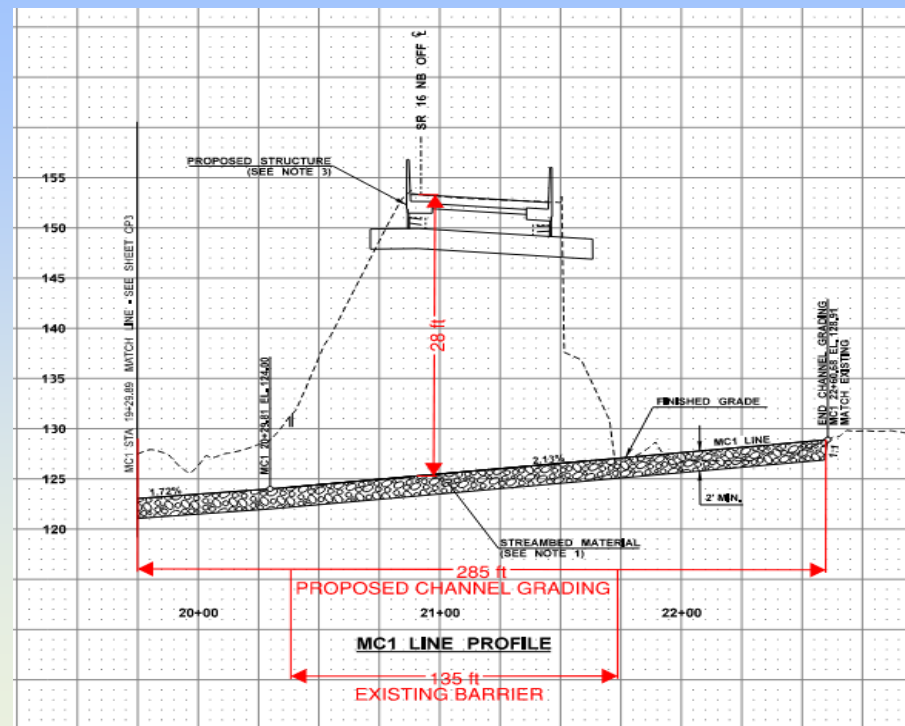


**McCormick Creek at MP 14.65**



## 4. Project Overview

### McCormick Creek, SR 16 MP 14.65, (CROSSING B)



## 4. Project Overview

### McCormick Creek, SR 16 MP 14.86, (CROSSING C)

- ❖ The proposed project will replace the existing concrete, 225-foot-long, 48-inch-diameter CMP culvert with a structure designed to accommodate a minimum hydraulic opening of 23 foot.



## 4. Project Overview

**McCormick Creek, SR 16 MP 14.86, (CROSSING C)**



**Culvert inlet at MP 14.86**



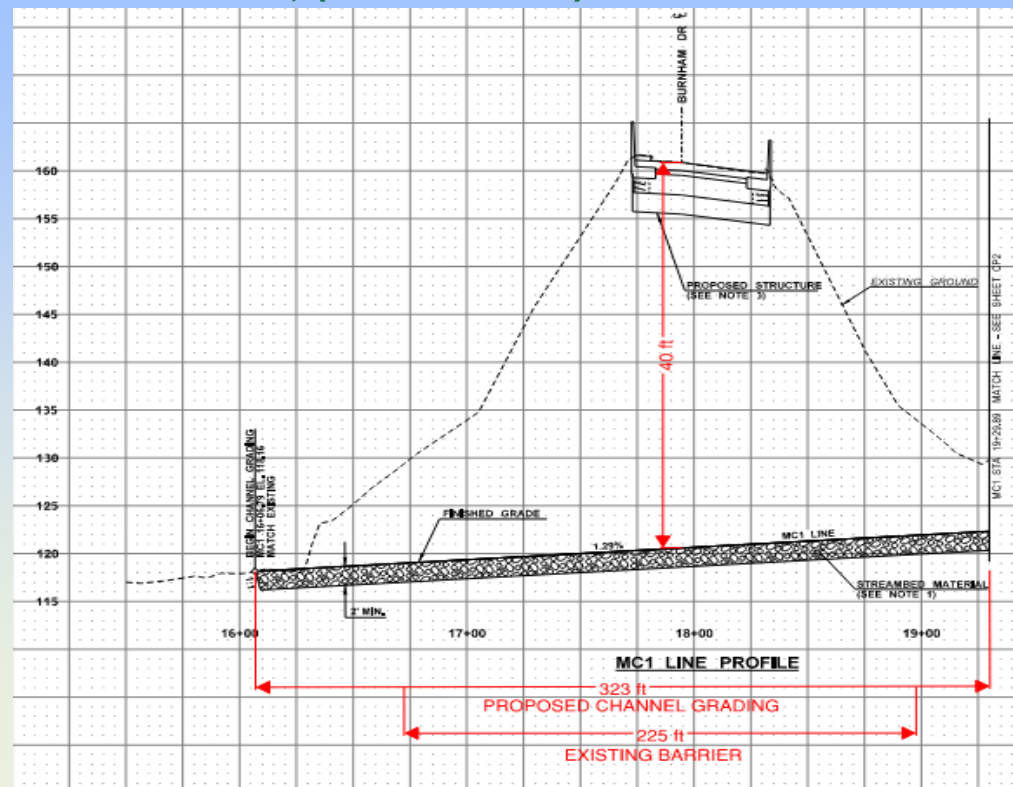
**Culvert outlet at MP 14.86**



**McCormick Creek at MP 14.86**

## 4. Project Overview

McCormick Creek, SR 16 MP 14.86, (CROSSING C)





## 4. Project Overview

### McCormick Creek, SR 16 MP 14.90, (CROSSING D)

- ❖ The proposed project will replace the existing 170-foot-long, 54-inch-diameter CMP culvert with a structure designed to accommodate a minimum hydraulic opening of 30 foot.



## 4. Project Overview

**McCormick Creek, SR 16 MP 14.90, (CROSSING D)**



**Culvert inlet at MP 14.90**



**Culvert outlet at MP 14.90**



**McCormick Creek at MP 14.90**

PROPOSED STRUCTURE (SEE NOTE 3)

PROPOSED STRUCTURE (SEE NOTE 3)

BEGIN CHANNEL GRADING  
MC2 10+31.26 EL. 112.18  
MATCH EXISTING

END CHANNEL GRADING  
MC2 13+76.8 EL. 115.59  
MATCH EXISTING

EXISTING GROUND

FINISHED GRADE

MC2 LIN

1.13%

2' MIN.

STREAMBED MATERIAL (SEE NOTE 1)

PROPOSED CHANNEL GRADING  
285 ft

EXISTING BARRIER  
170 ft

MC2 LINE PROFILE

SB SR 16

NB SR 16

11+00 12+00 13+00 14+00

140 135 130 125 120 115 110 105 100

## 4. Project Overview

### Unnamed Tributary to McCormick Creek, SR 16 MP 15.02, (CROSSING E)

- ❖ The proposed project will replace a 260-foot long 18-inch CMP culvert with a fish passable structure. It also removes or abandons in place a 195-foot long 24-inch CMP culvert, an 81-foot long 18-inch CMP culvert, and a 107-foot long 18-inch CMP culvert. A 72-foot long 18-inch concrete culvert and a 92-foot long CMP culvert will be blocked from fish migration.





## 4. Project Overview

Unnamed Tributary to McCormick Creek, SR 16 MP 15.02, (CROSSING E)



**Culvert inlet at MP 15.02**



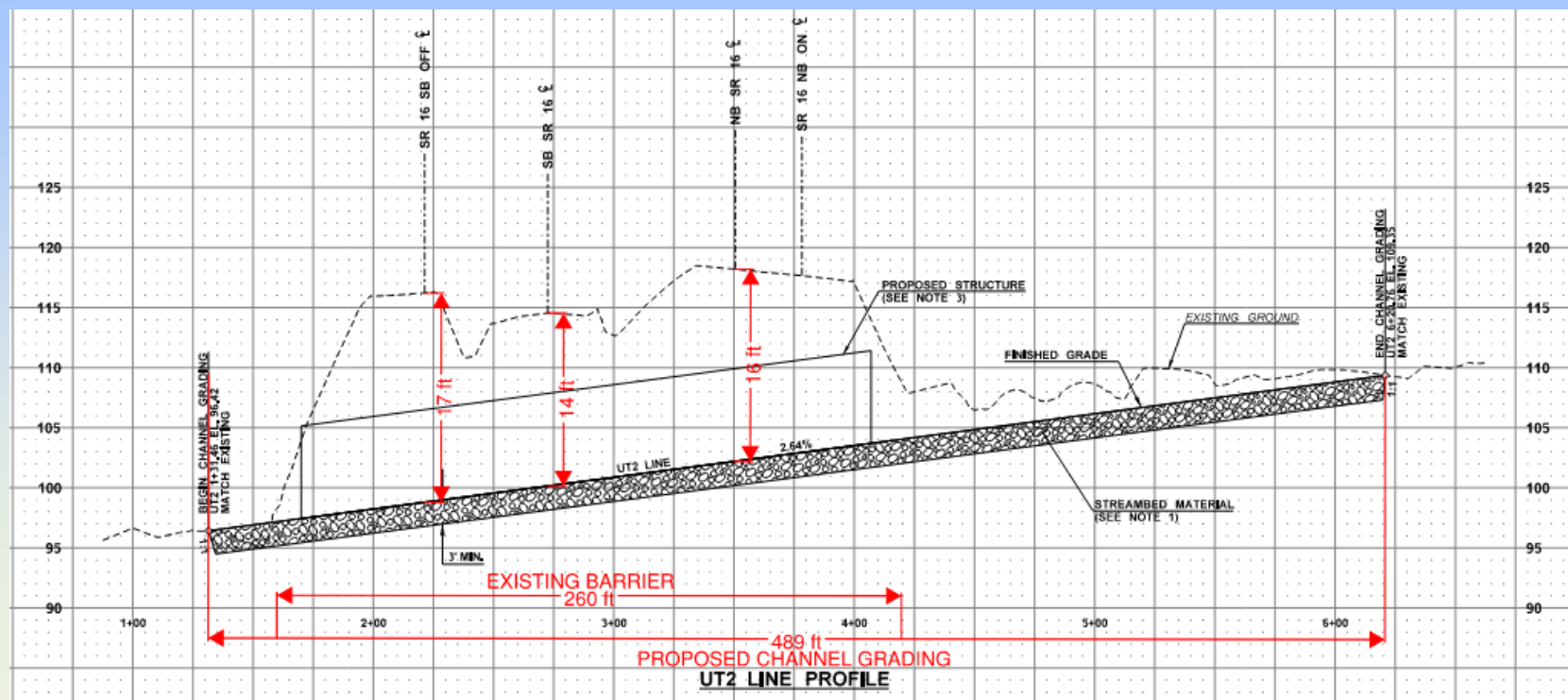
**Culvert outlet at MP 15.02**



**Unnamed Tributary to  
McCormick Creek at MP 15.02**

## 4. Project Overview

Unnamed Tributary to McCormick Creek, SR 16 MP 15.02,  
(CROSSING E)



## 4. Project Overview

### McCormick Creek, SR 16 MP 15.21, (CROSSING F)

- ❖ The proposed project will replace the existing 180-foot-long, 60-inch-diameter CMP with a structure designed to accommodate a minimum hydraulic opening of 30 foot.





## 4. Project Overview

McCormick Creek, SR 16 MP 15.21, (CROSSING F)



**Culvert inlet at MP 15.21**



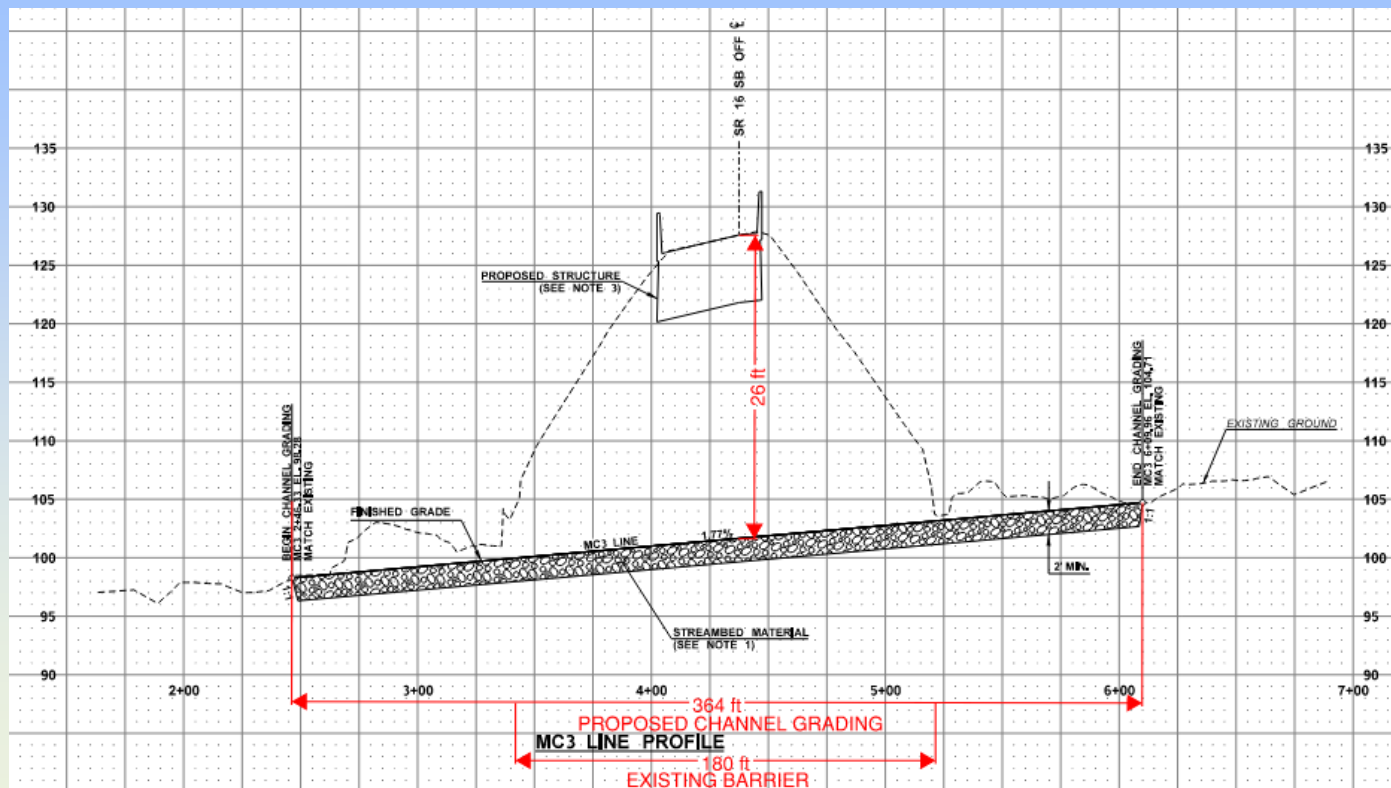
**Culvert outlet at MP 15.21**



**McCormick at MP 15.21**

## 4. Project Overview

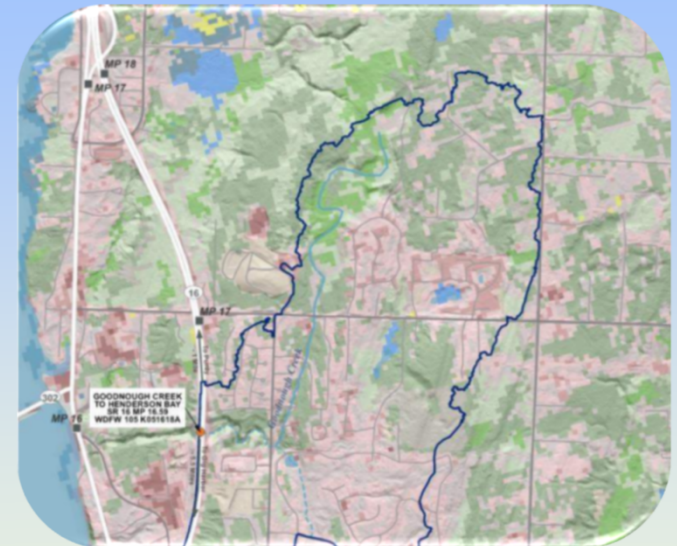
McCormick Creek, SR 16 MP 15.21, (CROSSING F)



## 4. Project Overview

### Goodnough Creek, SR 16 MP 16.59, (CROSSING G)

- ❖ The proposed project will replace the existing 470-foot-long, 48-inch-diameter CMP with a structure designed to accommodate a minimum hydraulic opening of 30 foot.





## 4. Project Overview

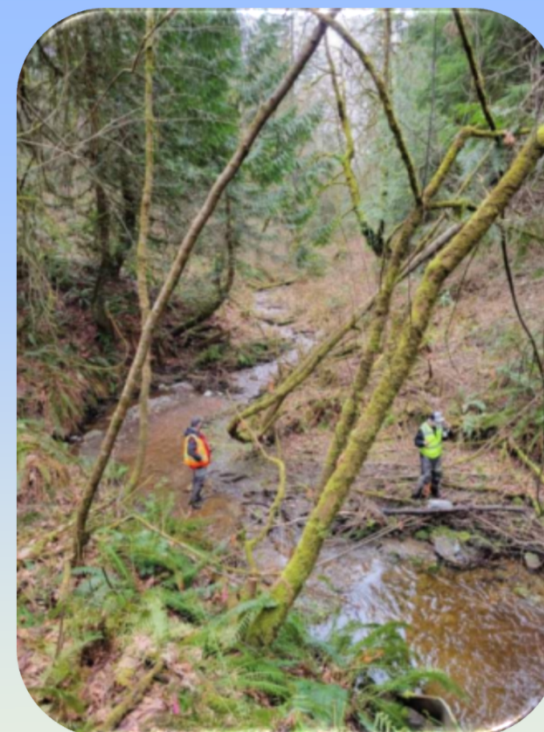
Goodnough Creek, SR 16 MP 16.59, (CROSSING G)



**Culvert inlet at SR 16 MP 16.59**



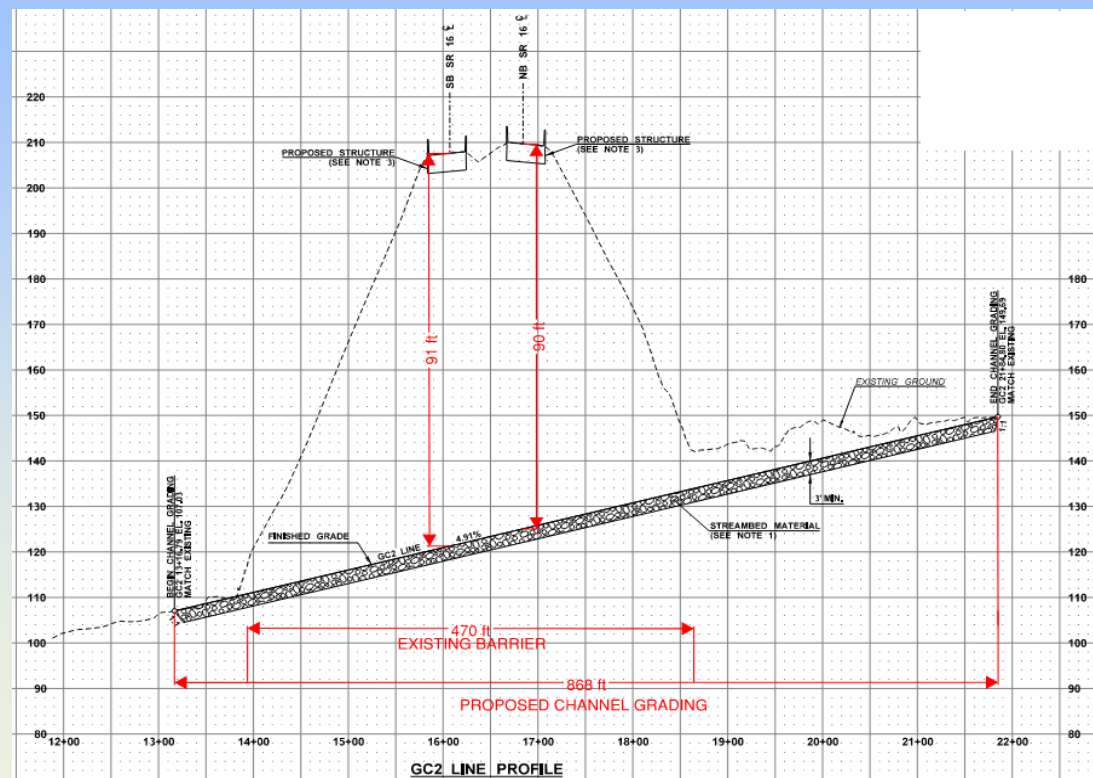
**Culvert outlet at SR 16 MP 16.59**



**Goodnough Creek at SR 16 MP 16.59**

## 4. Project Overview

Goodnough Creek, SR 16 MP 16.59, (CROSSING G)

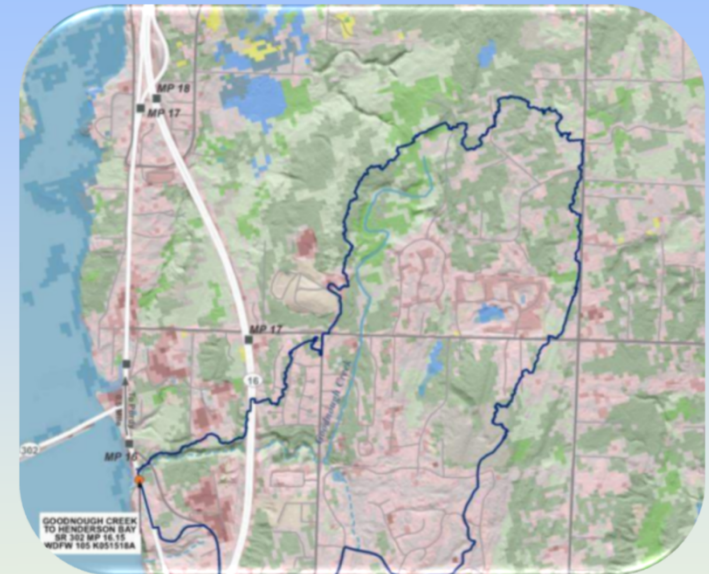




## 4. Project Overview

### Goodnough Creek, SR 302 MP 16.15, (CROSSING H)

- ❖ The proposed project will replace the existing 210-foot-long, 48-inch-diameter concrete culvert with a structure designed to accommodate a minimum hydraulic opening of 30 foot.



## 4. Project Overview

Goodnough Creek, SR 302 MP 16.15, (CROSSING H)



**Culvert inlet at SR 302 MP 16.15**



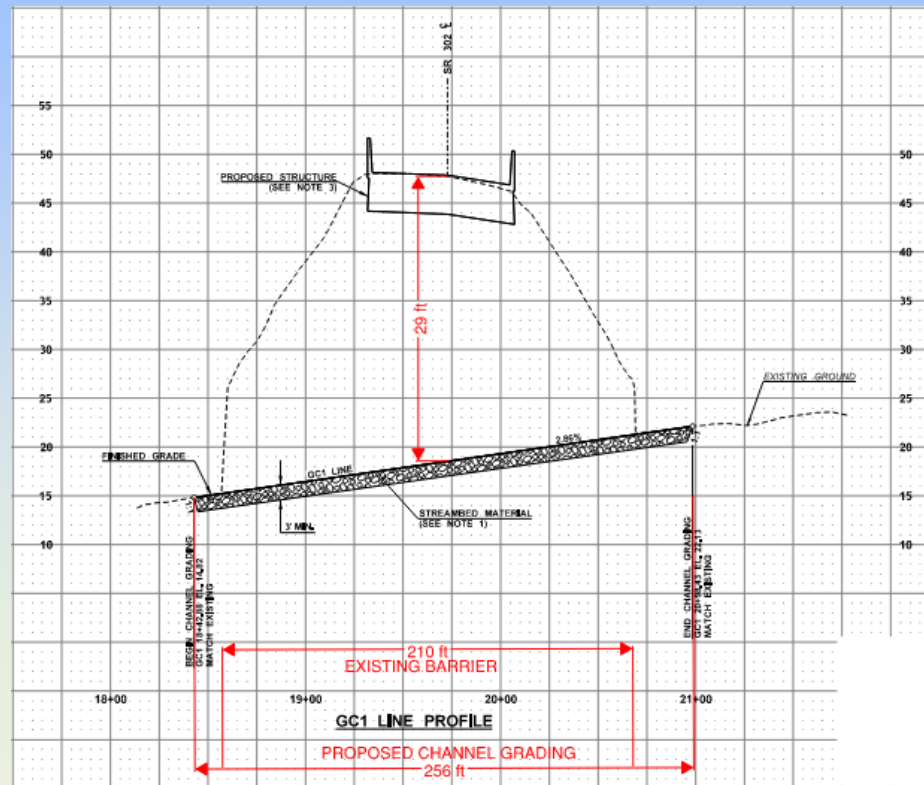
**Culvert outlet at SR 302 MP 16.15**



**Goodnough Creek at SR 302 MP 16.15**

## 4. Project Overview

Goodnough Creek, SR 302 MP 16.15, (CROSSING H)



## 5. Procurement Process

### WSDOT Technical Point of Contact

#### 2.2 WSDOT Technical Point of Contact

Submitters who have questions or need further clarification or information regarding the technical aspects of the RFQ or the Project should contact the following designated WSDOT Technical Point of Contact by letter, phone, or email as follows:

Bonnie Kramer, P.E.  
WSDOT Olympic Region  
7407 31<sup>st</sup> Avenue NE  
Lacey, WA 98516

Phone: (360) 570-6664, Email: [bonnie.kramer@wsdot.wa.gov](mailto:bonnie.kramer@wsdot.wa.gov)

## Submitter Questions & WSDOT Answers

When submitting questions, define them as:

1. Proprietary (Confidential)
2. General (Public)

A response to a proprietary question will be sent directly to the Submitter that asked the question.

A response to a general question will be posted on the project web page for all to see.

## 5. Procurement Process

### 3.0 Procurement Process

#### 3.1 Process Overview

WSDOT will use a two-step procurement process to select a design-build Contractor (Design-Builder) to deliver the Project. The issuance of this RFQ is part of the first step to solicit information from potential Design-Builders in the form of SOQ submittals. WSDOT will evaluate and score each submitted SOQ to determine which Submitters are the most highly qualified to deliver the Project. WSDOT will short list three to five of the most highly qualified Submitters to advance to the second step in the procurement.

In the second step, WSDOT will issue a Request for Proposal (RFP) for the Project to the Short Listed Submitters. Only the Short Listed Submitters will be eligible to submit a Proposal for the Project. Each Short Listed Submitter who submits a Proposal in response to the RFP is referred to herein as a “Proposer.” WSDOT may award the Contract to the Proposer offering the Apparent Best Value, to be determined as described in the RFP.

WSDOT will pay a stipend of \*\*\*\$725,000\*\*\* to all Proposers who submit a stipend agreement, stipend invoice, and responsive Proposal.

WSDOT may cancel or re-advertise this procurement at its discretion.

## **WSDOT's Project Goals**

- 1. Environmental Stewardship and Collaboration**
- 2. Minimize Public Impacts**
- 3. Work Zone Safety**

# **WSDOT's Project Goals**

## **Goal 1: Environmental Stewardship and Collaboration**

- a. Design and construct a project that creates high quality aquatic habitat to benefit all life stages of endemic fish and other aquatic life, that meets or exceeds the requirements of the contract and regulatory minimums and ensures long term success of the stream crossings.
- b. Deliver a successful fish barrier replacement project through effective project management, proactive communication regarding potential issues, and collaboration with the project owner and Resource Co-Managers.
- c. Minimize impacts to environmentally sensitive areas including wetlands, streams, and riparian areas.



# **WSDOT's Project Goals**

## **Goal 2: Minimize Public Impacts**

- a. Develop and implement a Design-Build project that avoids or minimizes impacts to local communities, adjacent property owners, and connections.
- b. Provide public outreach to effectively notify surrounding communities and roadway users of upcoming projects impacts, including temporary traffic impacts.

# **WSDOT's Project Goals**

## **Goal 3: Work Zone Safety**

- a. Reduction of worker exposure to traffic hazards by utilizing positive protection devices such as TMA's, Temporary Barrier or Moveable Barrier, managing overall worker exposure to traffic hazards by selecting and proposing efficient closure/detour strategies, and incorporating smart work zone devices and applications to manage work zone traffic and improve worker safety.

# Major Participants & Key Personnel

## 5.0 Teaming Parameters

### 5.1 Major Participant

As used herein, the term "Major Participant" refers to the following entities:

CATEGORY A
The Submitter, or if the Submitter is a partnership, joint venture, limited liability company, or other form of association, general partners, joint venture members, or members of the Submitter.
CATEGORY B
All individuals, Persons, proprietorships, partnerships, limited liability partnerships, corporations, professional corporations, limited liability companies, business associations, or other legal entities however organized holding (directly or indirectly) a 15 percent or greater interest in the Submitter
CATEGORY C
Each entity providing WSDOT pre-qualification in accordance with Section 7.4 of this RFQ
CATEGORY D
Each lead engineering/design firm
CATEGORY E
Each engineering/design Subconsultant who is expected to perform 30 percent or more of the design Work
CATEGORY F
Each Subcontractor who is expected to perform 20 percent or more of the construction Work
CATEGORY G
The firm or personnel who will be providing or performing QA for the Project
CATEGORY H
Each firm or Person who will be responsible for ensuring environmental compliance during all phases of project delivery (e.g., design review, submittal

# Major Participants & Key Personnel

## 7.5 Key Personnel (Section 2) (\*\*500\*\* Points)

The purpose of this section is to demonstrate the Submitters' understanding of how the experiences and qualifications of the Key Personnel can contribute to the overall success of the Project. The Submitter shall present the Key Personnel and explain how their experiences and past performance make them uniquely qualified to lead the Project.

WSDOT seeks Key Personnel who can demonstrate experience on major roadway projects with a similar level of complexity. The Submitter shall relate relevant experience of the Key Personnel to the Project goals identified in Table 7.2. This section shall include experience of the Key Personnel related to design and construction.

For the duration of the Project activities that involve their areas of responsibility, all Key Personnel shall be required to be readily available to attend task force meetings, over-the shoulder reviews, status meetings, and respond to issues as they arise.

The Key Personnel include the following:

1. Project Manager
2. Design Manager
3. Construction Manager
4. Stream Design Manager
5. Environmental Compliance Manager
6. Inclusion Manager



## Evaluation Criteria

- Introduction Letter (Pass/Fail)
- Key Personnel (Evaluated)
- Major Participants (Evaluated)
- Legal Appendix A – (Pass/Fail)
- Financial Appendix B – (Pass/Fail)
- Forms Appendix C
  - Form A – Acknowledgement of receipt of Addenda – (Pass/Fail)
  - Form B1 and B2 – Conflict of Interest – (Pass/Fail)
  - Form C – Major Participant Reference information – (Pass/Fail)
  - Used to support qualitative sections, verify SOQ information provided*
  - References will be contacted
  - Form D – Design-Builder Certification Wages laws – (Pass/Fail)
  - Form E – Small and Veteran-Owned business (SVB) Plan – (Pass/Fail)

## How the SOQ's will be evaluated.

### **7.0 Statement of Qualifications Content and Evaluation Criteria**

This section outlines the requirements of each section of the SOQ and how each section will be scored.

The information provided in the SOQ will be scored either pass/fail or qualitatively as shown in Table 7.2. If a Submitter receives a passing score on all pass/fail evaluation factors, its SOQ will be further evaluated using the scoring criteria. If a Submitter fails on a single pass/fail requirement, the SOQ may be declared nonresponsive, in which case a qualitative evaluation of the SOQ will not be performed, and the Submitter will not be included on the short list. Even though a SOQ receives an initial “pass” allowing qualitative evaluation to proceed, the SOQ may later be determined to have failed.

A WSDOT evaluation committee will perform a qualitative assessment of the information provided in Sections 2 and 3 and Form C, Reference Information for Major Participant in Appendix C of the SOQ.

The SOQ shall demonstrate, through project experience, the ability of the Key Personnel and Major Participants to successfully complete the Project and meet the Project goals. WSDOT reserves the right to contact references for individuals and projects other than those identified by the Submitter to evaluate past performance.

## How the goals will be evaluated.

### 7.1 Qualitative Evaluation Process

The qualitative evaluation score for Sections 2 and 3 will be determined as follows:

The WSDOT evaluation committee will review each SOQ identifying significant and minor strengths, and significant and minor weaknesses of the submittals. The evaluation committee may also use a "high" or "low" prefix to further differentiate the strengths or weaknesses. When, in the judgment of the evaluation committee, a SOQ element does not equate to a strength or weakness, but is being acknowledged, a "Neutral" will be identified.

Strengths and weaknesses for Major Participants and the Key Personnel (Project Manager, Design Manager, Construction Manager, \*\*\*Stream Design Manager, and Environmental Compliance Manager\*\*\*) are defined as follows:

# How the goals will be evaluated.

## 7.1 Qualitative Evaluation Process

### *Strengths*

That part of the SOQ which ultimately represents a benefit to the Project and is expected to increase the Submitter's ability to meet or exceed the Project goals identified in Table 7.2. A minor strength has a slight positive influence on the Submitter's ability to meet or exceed the Project goals identified in Table 7.2, while a significant strength has a considerable positive influence on the Submitter's ability to meet or exceed the Project goals identified in Table 7.2.

### *Weaknesses*

That part of the SOQ that detracts from the Submitter's ability to meet the requirements for the Inclusion Manager in Section 7.5 or may result in an inefficient or ineffective performance. A minor weakness has a slight negative influence on the Submitter's ability to meet these requirements, while a significant weakness has a considerable influence on the Submitter's ability to meet these requirements.



# How the goals will be evaluated.

## 7.1 Qualitative Evaluation Process

Strengths and weaknesses for the Key Personnel (Inclusion Manager) are defined as follows:

### *Strengths*

That part of the SOQ that ultimately represents a benefit to the Project and is expected to increase the Submitter's ability to meet or exceed the requirements for the Inclusion Manager in Section 7.5. A minor strength has a slight positive influence on the Submitter's ability to meet these requirements, while a significant strength has a considerable positive influence to meet these requirements.

### *Weaknesses*

That part of the SOQ that detracts from the Submitter's ability to meet the requirements for the Inclusion Manager in Section 7.5 or may result in an inefficient or ineffective performance. A minor weakness has a slight negative influence on the Submitter's ability to meet these requirements, while a significant weakness has a considerable influence on the Submitter's ability to meet these requirements.

# How the goals will be evaluated.

Based on the identified strengths and weaknesses, the evaluation team will select an adjectival rating and select a percent of maximum score in the identified range in accordance with Table 7.1.

After selecting a percent of maximum score for Sections 2 and 3, the SOQ score will be calculated by multiplying the percent of maximum score by the points available listed in Table 7.2 and then summing the calculated scores.

**Table 7.1**

Adjectival Evaluation and Scoring Guide		
Adjective	Description	Percent of Max. Score
Excellent (E)	SOQ supports an extremely strong expectation of successful Project performance if ultimately selected as the Design-Builder. SOQ indicates significant strengths and/or a number of minor strengths and no appreciable weaknesses. Submitter provides a consistently outstanding level of quality.	100 - 75 %
Very Good (VG)	SOQ indicates significant strengths and/or minor strengths and no significant weaknesses. Minor weaknesses are offset by strengths. There exists a small possibility that, if ultimately selected as the Design-Builder, the minor weaknesses could slightly adversely affect successful Project performance.	74 - 50 %
Good (G)	SOQ indicates significant strengths and/or a number of minor strengths. A number of minor and / or significant weaknesses exist that could detract from strengths. While the weaknesses could be improved, minimized, or corrected, it is possible that if ultimately selected as the Design-Builder, the weaknesses could adversely affect successful Project performance. If all elements evaluated for a Section of the SOQ receive "Neutral" designations, then that Sections will be rated at the middle of "Good".	49 - 25 %

**Table 7.1**

Adjectival Evaluation and Scoring Guide		
Adjective	Description	Percent of Max. Score
Fair (F)	SOQ indicates weaknesses, significant or minor, which are not offset by significant or minor strengths. It is probable that if ultimately selected as the Design-Builder, the weaknesses would adversely affect successful Project performance.	24 - 10 %
Poor (P)	SOQ indicates existence of significant weaknesses and/or a number of minor weaknesses and no appreciable strengths. SOQ indicates a strong expectation that successful performance could not be achieved if the Submitter were selected as the Design-Builder.	9 - 0 %

# How the goals will be evaluated.

## 7.2 Statement of Qualification Organization and Scoring

The Submitter shall organize the SOQ using the following section headings, order of documents, and maximum number of pages:

Table 7.2

Statement of Qualifications Organization and Scoring			
Section	Section Title and Required Information	Maximum Pages	Points Available
1	Introduction Letter	2	Pass/Fail
2	Key Personnel (**500**)	**12**	
	Project Manager (**150**)		
	Goal 1 - **Environmental Stewardship and Collaboration**		**50**
	Goal 2 - **Minimize Public Impacts**		**50**
	Goal 3 - **Work Zone Safety**		**50**
	Design Manager (**100**)		
	**Goal 1 – Environmental Stewardship and Collaboration**		**45**
	**Goal 2 – Minimize Public Impacts**		**30**
	**Goal 3 – Work Zone Safety**		**25**

	Construction Manager (**100**)		
	***Goal 1c***		***25***
	***Goal 2a ***		***30***
	***Goal 3a ***		***45***
	***Stream Design Manager (75)***		
	***Goal 1a***		***30***
	***Goal 1c***		***30***
	***Goal 2a ***		***15***
	***Environmental Compliance Manager (75)***		
	***Goal 1b***		***40***
	***Goal 2a ***		***35***
	Inclusion Manager		Pass/Fail

## How the goals will be evaluated.

### 7.2 Statement of Qualification Organization and Scoring

The Submitter shall organize the SOQ using the following section headings, order of documents, and maximum number of pages:

Table 7.2 Statement of Qualifications Organization and Scoring			
Section	Section Title and Required Information	Maximum Pages	Points Available
3	Major Participants (***500***)	***10***	
	***Goal 1 – Environmental Stewardship and Collaboration***		***250***
	***Goal 2 – Minimize Public Impacts		***130***
	***Goal 3 – Work Zone Safety		***120***

**Unless otherwise specified, evaluation of goal will include all applicable sub-goals.**

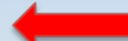



## 6. SVBE Enforceable Goals

### 5.7.1.1 SVBE Contract Goals

The amount of SVBE participation that must be attained by the Design-Builder in the two SVBE Contract Goals are expressed as a percentage of the Design-Builders total Proposal Price plus all executed Change Orders.

WSDOT has established the following enforceable SVBE Contract Goals:

1. Small Business Enterprises (SBE) \*\*\*5\*\*\* percent 
2. Veteran-Owned Business (VOB) \*\*\*3\*\*\* percent 

Amounts paid to a SVBE will be credited to one SVBE Contract Goal expressed above (either SBE or VOB, but not both) in which the SVBE firm is eligible.

## 7. Electronic Submittal process for SOQs

### Purpose

#### *RFQ Section 1.1*

*“WSDOT has developed a paperless Design-Build process in accordance with Executive Order E 1066.00, Executive Order E 1010, and RCW 19.360. Consequently, within all design-build documents, each occurrence of the term “Written” shall be deemed to mean an electronic communication (see definition of “Written” in RFQ, Appendix B). It is the intent of WSDOT to develop a “paperless” Design-Build process in accordance with [Executive Order E 1066.00, Executive Order E 1010, and RCW 19.360.](#)”*

# Summary of Process

## 6.0 Submittal Quantities and Logistics

### 6.1 Statement of Qualifications Submittal

Each Submitter shall upload an electronic SOQ to the WSDOT SFTP site. Each Submitter shall provide an electronic version of its SOQ in PDF format, with individual file sizes of less than 200MB, which shall be indexed and bookmarked by section and subtitle to allow for ease of navigation, keyword searching, and information location.

All contents in the electronic SOQ package shall be clearly identified and labeled with the following:

Submitter's name

Section title

\*\*\*SR 16/Goodnough Creeks & McCormick Creeks – Remove Fish Barriers\*\*\* Project,” “Design-Build Project,” and “Statement of Qualifications”.

Only the final version of the SOQ shall be upload to the WSDOT SFTP site. If revisions to the uploaded final SOQ are necessary before the SOQ Due Date, the Submitter shall completely replace the SOQ on the WSDOT SFTP site with the revised SOQ. Only a single version of a SOQ shall be on the WSDOT SFTP site at the SOQ Due Date. If multiple versions of a SOQ are on the WSDOT SFTP site after the SOQ Due Date, it may result in the SOQ being declared nonresponsive.

SOQs that fail to meet the deadline or delivery requirements may be declared nonresponsive and returned to the Submitter without opening, consideration, or evaluation.

# Summary of Process

## 6.2 Due Date, Time, and Electronic Location

SOQs shall be electronically uploaded to the WSDOT SFTP site prior to 11:59:59 p.m. (Midnight) PT, SOQ Due Date indicated in Table 3.2.

Example instructions on how to upload your submittal to the WSDOT SFTP site using the free FTP client FileZilla are available in the online directory for the Project in the folder named “Submittals”.

WSDOT is not responsible for technical difficulties or network issues in using the WSDOT SFTP site. WSDOT recommends testing the WSDOT SFTP site prior to the SOQ Due Date and setting aside extra time to ensure that the SOQ is properly submitted in accordance with this section.

WSDOT will not accept SOQs by facsimile, email, or hard copy transmission.

SOQs that fail to meet the deadline or delivery requirements may be declared nonresponsive and returned to the Submitter without opening, consideration, or evaluation.

## SFTP Username & Password Deadline

Procurement Schedule	
Action	Dates
Step 1 – SOQ Phase	
RFQ Issue Date	***10/23/2023***
Voluntary Submitter's Meeting	***10/30/2023***
Deadline for Requesting a WSDOT SFTP Username and Password	***11/30/2023***
Deadline for Submitting RFQ Questions	***11/30/2023***
Deadline for WSDOT Response to RFQ Questions	***12/07/2023***
SOQ Due Date	***12/14/2023***
Notify Short Listed Submitters	***02/06/2024***



## Electronic Submittal Reminders

- SFTP is not a place for “work in progress” files
- Remove practice files (if applicable)
- No duplicate files
- No multiple versions

## 8. Procurement Schedule

Procurement Schedule	
Action	Date
Step 1 – SOQ	
Issue RFQ	October 23, 2023
Voluntary Submitter's Meeting	October 30, 2023
Deadline for Requesting a WSDOT SFTP Username and Password	November 30, 2023
Deadline for Submitting RFQ Questions	November 30, 2023
Deadline for WSDOT Response to RFQ Questions	December 07, 2023
SOQ Due	December 14, 2023
Notify Short Listed Submitters	February 06, 2024

## 8. Procurement Schedule

Procurement Schedule	
Action	Date
Step 2 – Proposal Phase	
Issue RFP	February 12, 2024
Voluntary Proposer’s Meeting	February 20, 2024
ATC Submittal Deadline	May 29, 2024
Deadline for Submitting Proposer Questions	June 12, 2024
Deadline for WSDOT Response to Proposer Questions	June 20, 2024
Proposals Due	July 09, 2024
Announce Apparent Best Value Proposer	August 20, 2024
Estimated Notice to Proceed	September 25, 2024

## **9. Questions and Discussion**